

# Mondays 10-1 at New Castle Public Library Job Center @ Delaware Libraries\*

New Castle Public  
424 Delaware Street  
(302) 328-1995



Library  
New Castle, DE

## **Date & Time**

**Monday, February 11**  
10:00 am to 11:00 am

## **Class**

**10 Tricks to Job Searching**

**Monday, February 25**  
10:00 am to 11:00 am

**Create a Winning Resume**

11:00 am to 1:00 pm

**Individual Resume Critiquing**  
(needs registration for time slot).

**Thursday, February 28**  
3:15 pm to 5:15 pm

**Basic Microsoft Word 2010**  
including formatting documents.  
(Seating limited-register at front desk.)

**Job Center will be open until 1:00 on Mondays for all job related tasks.**

**Reserve Today at the Front Desk!**

**Classes allow time for questions even beyond time posted**

**A Broadband Technology Opportunities Program\***

Questions? Alta Porterfield: (302) 922-0753 or [alta.porterfield@lib.de.us](mailto:alta.porterfield@lib.de.us)